

497—1.4 (84GA,ch1115) Conflict of interest.

1.4(1) *Definition.* “Conflict of interest” means that a board member, the executive director, or a board member’s immediate family has a significant personal, financial, or employment relationship with: a person who has requested an advisory opinion; a person who has petitioned for a declaratory order; a complainant; or a government employee or official or a governmental body that would be directly impacted by an advisory opinion, declaratory order, or a complaint. For purposes of this rule, “immediate family” means a member’s spouse, child, grandchild, or parent.

1.4(2) *Procedures.* As soon as a member of the board or the executive director becomes aware of a conflict of interest, the member or executive director shall follow these procedures:

a. If the conflict is known before a meeting, the member or executive director shall fully disclose the interest to the chairperson of the board in writing at least 24 hours before the meeting.

b. If the conflict is discovered during a meeting, the member or executive director shall orally inform the board and the nature of the conflict shall be reported in writing to the chairperson of the board within 24 hours after the meeting.

c. The board member or executive director who has the conflict shall not participate in discussion or vote on any advisory opinion, declaratory order, or complaint.

[ARC 0741C, IAB 5/15/13, effective 7/1/13]